DDP Digital Document Publisher 70e/92/184

Finisher (FS-108R)
User's Guide

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5 Dedrick Place
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Revisions

Revision	Page No. (Contents)	Date
A	Original Release	April 2006
B	Generic Version; Add rev history page, copyright page updated	January 2007

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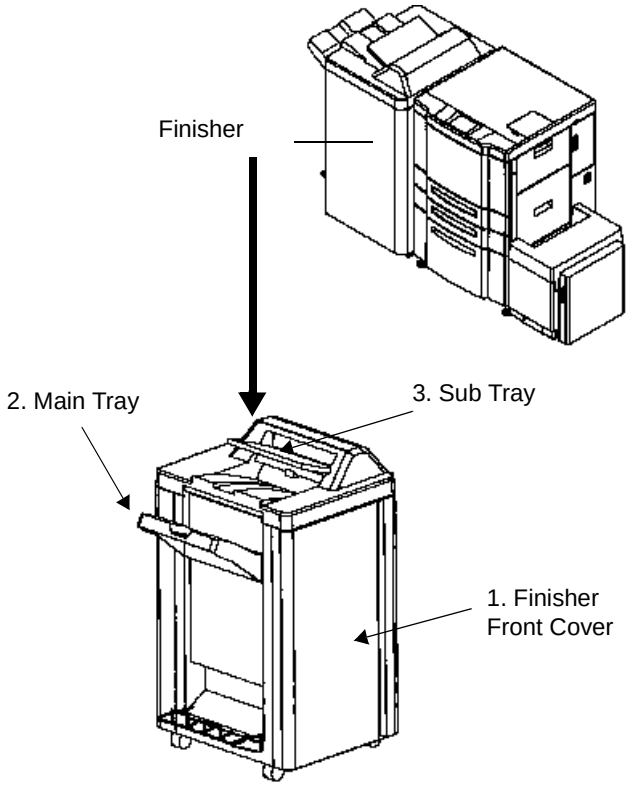
Chapter 1. Introduction

1.1. Finisher Configuration

1.1.1. External View of the Finisher

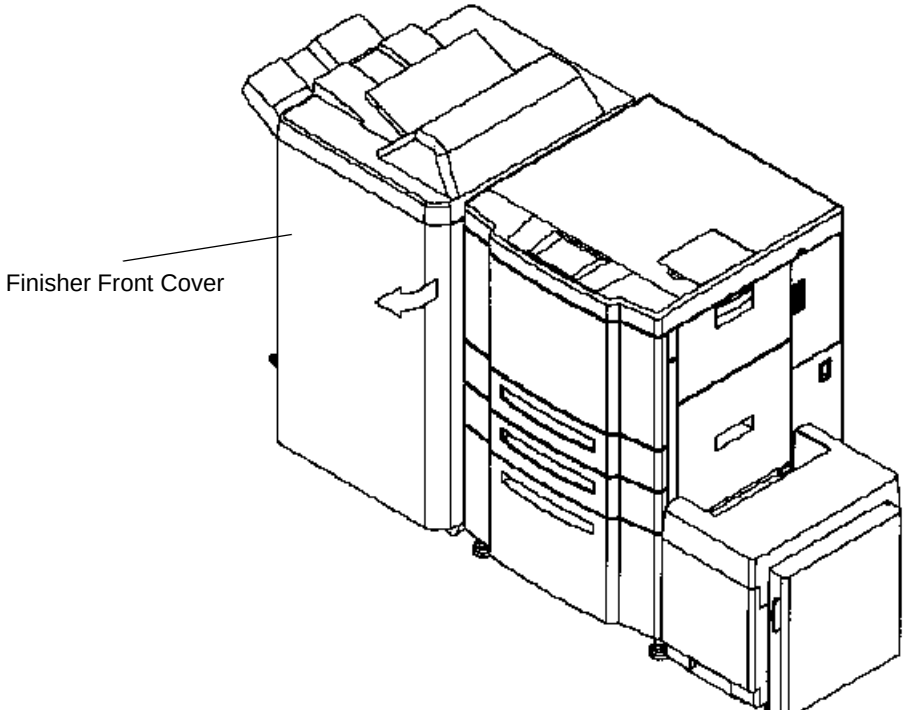
The figure below shows an external view of the finisher and descriptions of the main parts.



1. Finisher Front Cover	Open to change the staple cartridge or clear paper jams.
2. Main Tray	It receives printed paper.
3. Sub Tray	It receives printed paper.

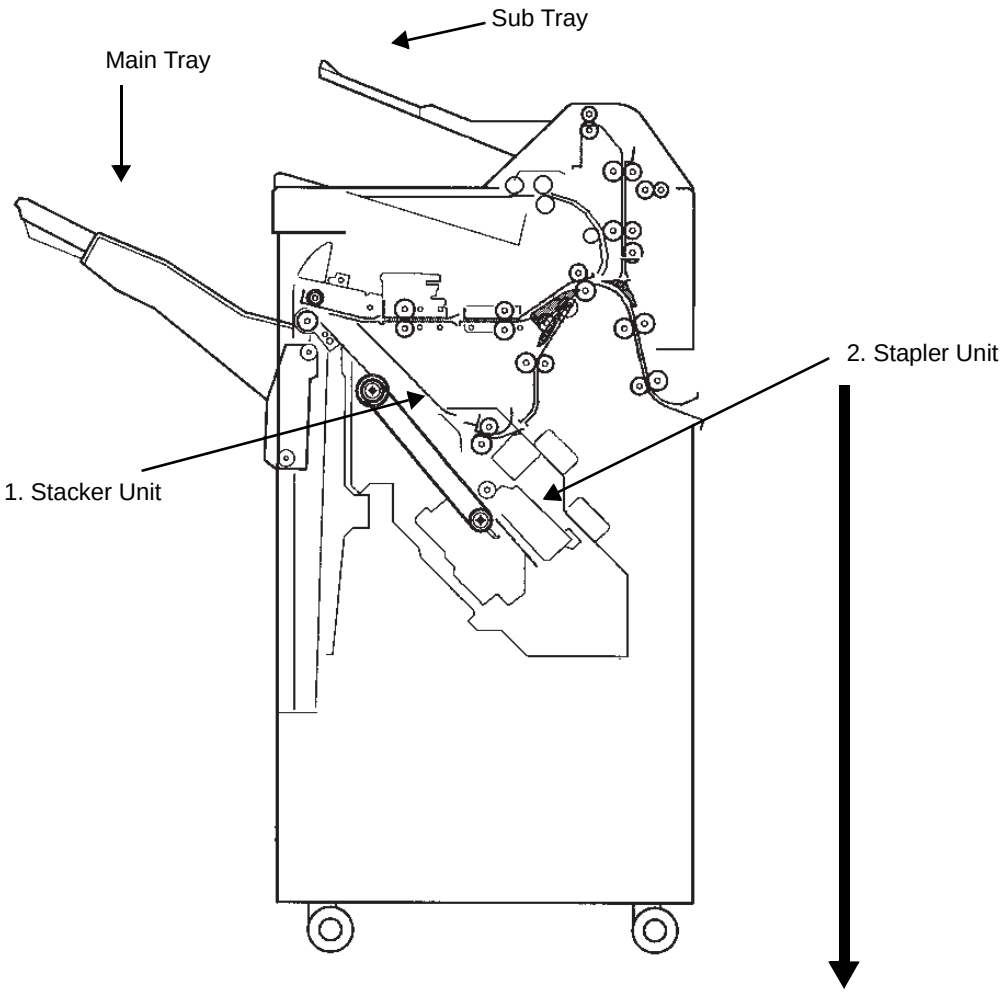
1.1.2. Opening the Finisher Front Cover

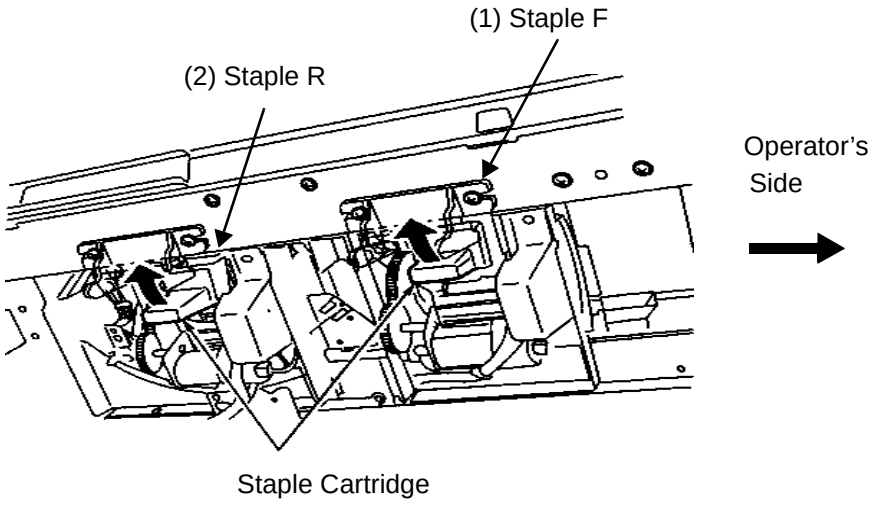
Open the finisher front cover according to the following figure.



1.1.3. Internal View of the Finisher

The following figure shows an internal view of the finisher with the front cover open.



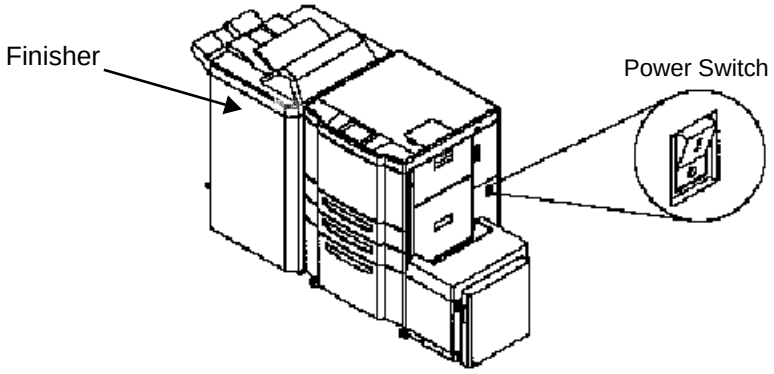


1. Stacker Unit	Clear stacked paper when the Operator's Panel of the printer indicates.
2. Stapler Unit	
(1) Staple F	Replace the staple cartridge in the Staple F on the operator's side.
(2) Staple R	Replace the staple cartridge in the Staple R on the opposite side of the operator's.

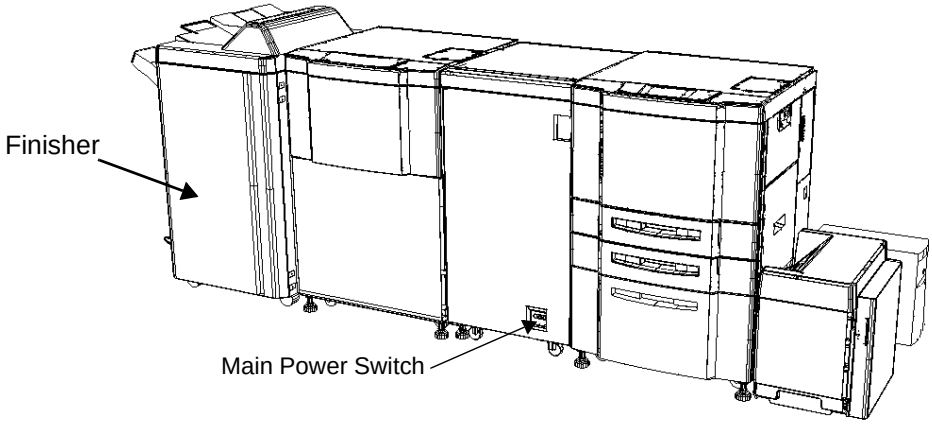
Chapter 2. General Information

2.1. Powering on the Finisher

If your Finisher is connected to a DDP 70/92, turn the finisher on and off using the switch on the printer. The mark on the switch represents the binary characters “O” for off and “I” for on.



If your Finisher is connected to a DDP 184, turn the finisher on and off using the Main Power Switch. The mark on the switch represents the binary characters “O” for off and “I” for on.



When the printer is powered on, the printer and the finisher go through a power-up sequence that takes approximately 5 minutes. During the power-up sequence, the printer will run a series of internal tests.

CAUTION:
Wait at least 5 seconds to power on the printer after powering off.

When the printer cannot be powered on, POWER OFF the printer and wait at least 30 seconds. Then power on the printer again.

WARNING:
In the event of an emergency, POWER OFF the printer by turning the Power Switch to’O’ side. The printer can be always powered off by turning the Power Switch to ’O’ side.

Chapter 3. Replacing Consumables

3.1. When to Replace Consumables

The Operator's Panel on the printer displays a message informing you when a supply needs to be replaced. However, the following item will help you anticipate when to replace consumables.

Consumable	Replace every...
Staple	5,000 times

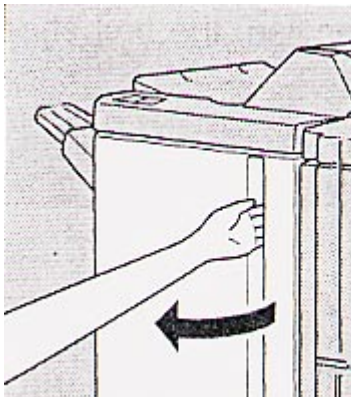
Note:

- Waste materials should be disposed of or incinerated under conditions which meet all federal, state and local environmental regulations. Since regulations may vary from one region to another, check with the agency that governs waste disposal in your area for proper procedures.
- Confirm that staples comply with the specifications of the finisher.

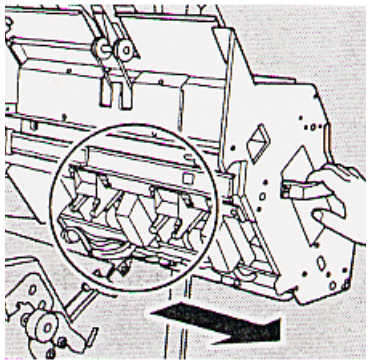
3.2. Replacing the Staple Cartridge

Replace the staple cartridge when LOW STAPLE (R) or LOW STAPLE (F) is displayed on the Operator's Panel.

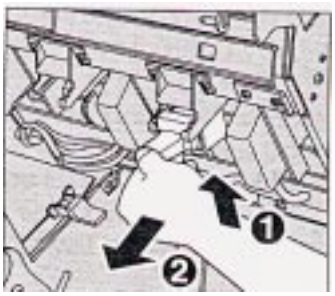
1. Open the finisher front cover.



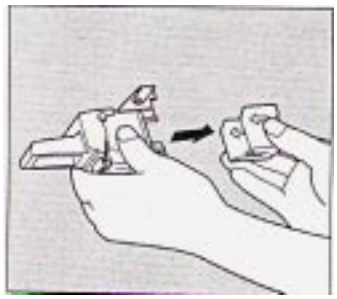
2. Pull out the stacker unit by holding the stacker unit handle.



3. Pull up the cartridge housing, then remove it while sliding it along the stapler rail.



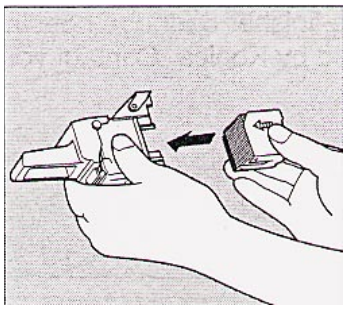
4. Remove the empty cartridge from the cartridge housing.

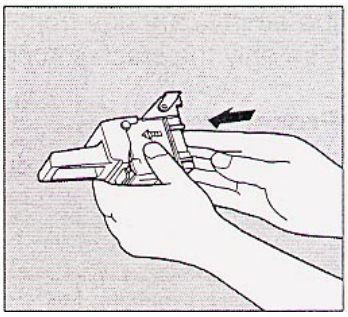


5. Insert the new cartridge into the housing.

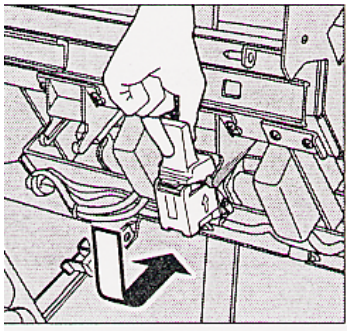
Note:

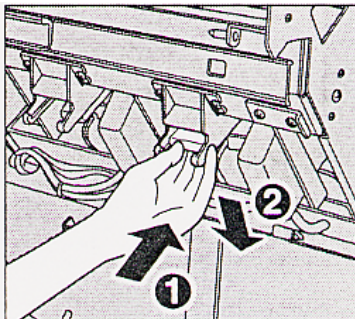
Do not remove the remaining staples inside the housing; otherwise, the first sheet output after the replenishment will not be stapled.



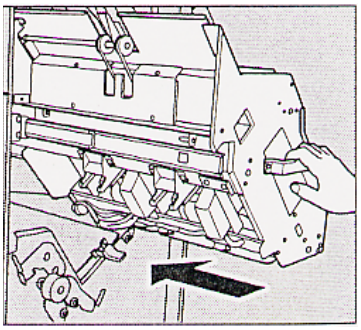


6. Insert the cartridge housing while sliding it along the stapler rail, then push in and down to secure it in place.

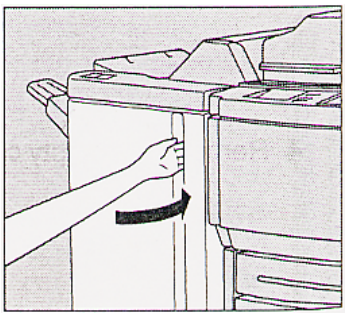




7. Return the stacker unit to its original position.



8. Close the Finisher door.

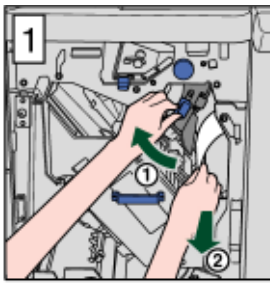


Chapter 4. Troubleshooting

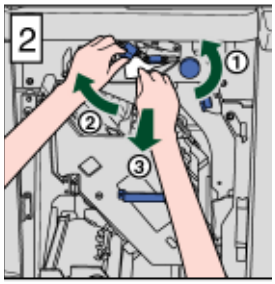
4.1. Clearing Paper Jams

The finisher stops when a misfeed occurs and PAPER JAM is displayed on the Operator's Panel of the printer.

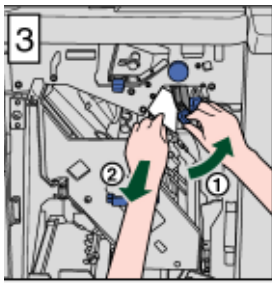
Follow the steps below to clear paper from the finisher.



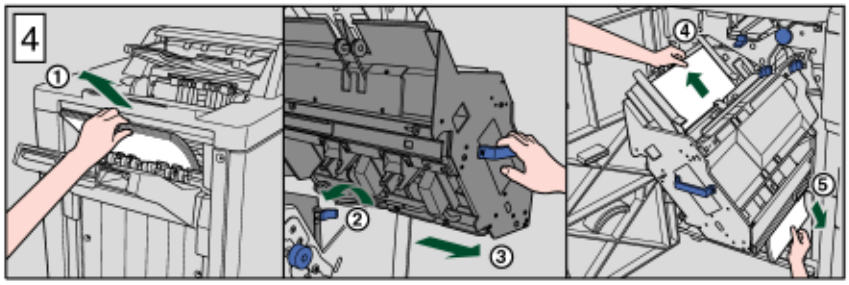
Move the blue tab and remove paper.



Turn the blue knob, move the blue tab, then remove paper.



Move the blue tab and remove paper.

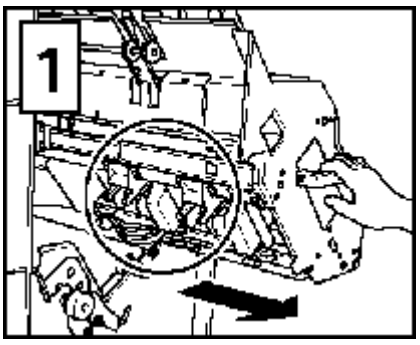


Remove the paper of a delivery tray.

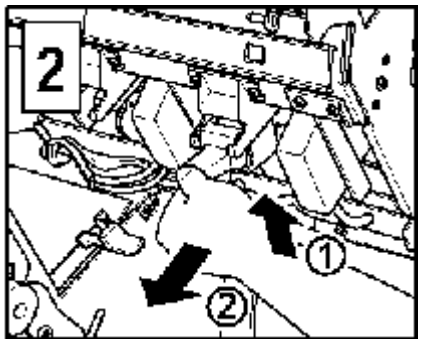
Pull out the stacker unit, then remove paper.

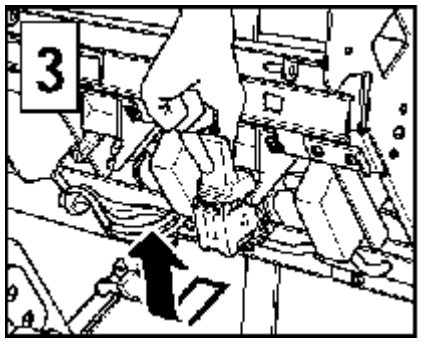
4.2. Clearing Wedged Staples

Follow the steps below to clear wedged staples.

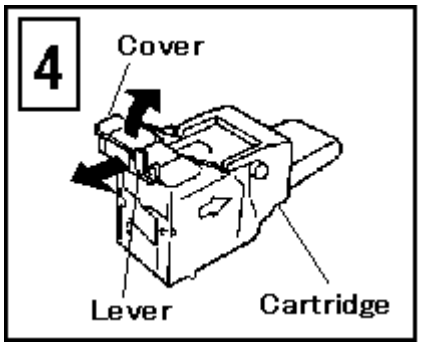


Pull out the stacker unit by holding the stacker unit handle.

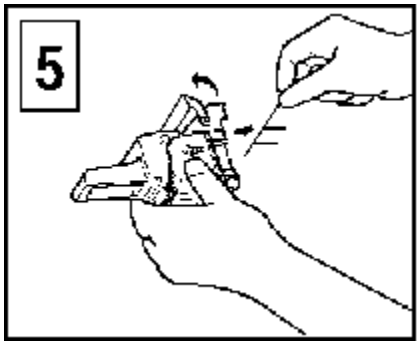




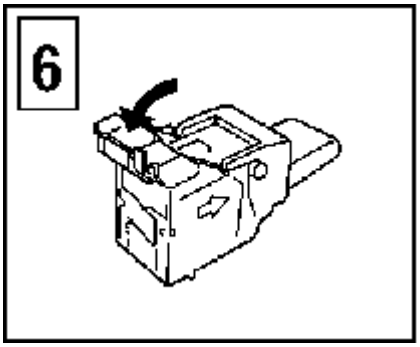
Pull up the cartridge housing, then remove it while sliding it along the stapler rail.



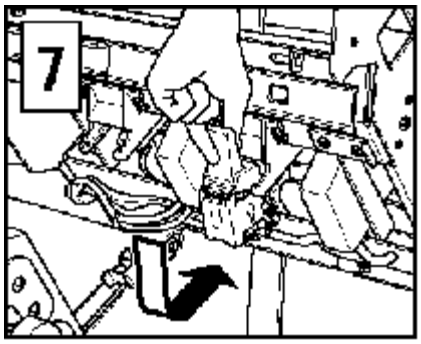
Pull the lever of cartridge, then open the cover.

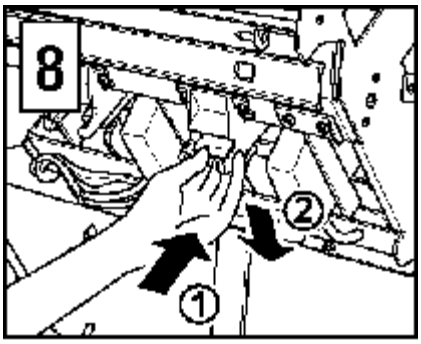


Remove the wedged staples.

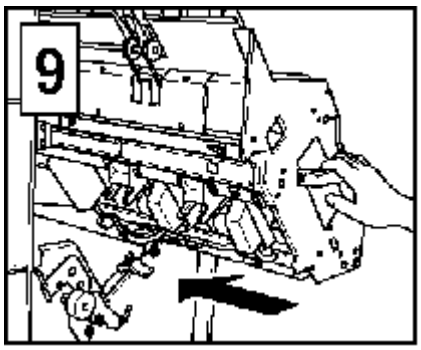


Return the Cover of cartridge to its original position.





Insert the Cartridge housing while it along the stapler rail, then push in and down to secure it in place.

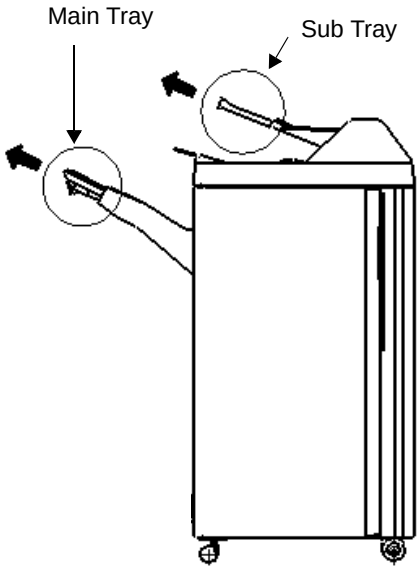


Return the stacker Unit to its original position.

After removing the wedged staples, staples do not come out from the stapler for several times, then execute the TEST PRINT of staple mode till staple appears on the paper.

Chapter 5. Others

5.1. Extend the Tray



Extend the Main Tray and the Sub Tray, when the length of the printed paper is 9 inches or more.

5.2. Cancel of Staple Job

When the staple job is canceled, the paper of this job is delivered to the Main Tray without staple.